

Aspire to be a bridge between government, private sector and civil society

WORK EXPERIENCE

Project Associate

Zorin Projects Pvt Ltd

08/2020 - 06/2021

Hazaribagh

Achievements/Tasks

- Assisted and coordinated with the team for the timely and successful closure of bid. Liaison with the government Department for Vendor Registration
- Overseeing the proposals (Technical and commercial), Follow up with government officials
- Searching tenders on relevant portal, identifying bid opportunities and creating bis in designated bidding systems
- Ensured timely submission of the documents mentioned in the NIT of tenders
- Follow up with the Vendors/OEM's/competitive bidders comparison with A/C department for Tender fee, vendor registration for limited tenders

Contact : Harsh Vardhan (Partner) - 9654936544

Credit processing Associate (off role)

UCO Bank

02/2020 - 08/2021

Dhanbad

Achievements/Tasks

- Credit processing (Mainly KCC, MUDRA MSME, Total Customer maintenance on Finacle).
- Actively conducted and prepared 280 Pre sanction field visit and more than 500 MSME Loan in Mega loan camp in a very short period of time.

Contact : Jitendra Kumar Sharma (Branch Head) - 8750984480

Business Analyst(Full-time)

Finomena

08/2016 - 07/2017

The company winded its operations due to non compliances

Achievements/Tasks

- Ensured scrutiny of all transactional documents, pendencies, coordinated with the ASM in preparation of Audit related deliverables.

EDUCATION

Class 10th

St. Xavier's School

2009

Hazaribagh

Class 12th

St. Xavier's School

2011

Hazaribagh

SKILLS

COMMUNICATION AND NEGOTIATING



LISTENING



STRATEGIC THINKING AND PLANNING ABILITIES



DOCUMENTATION AND PRESENTATION



PEOPLE SKILL



RESILIENT



PERSONAL PROJECTS & INTERNSHIPS

Kaizen Mental Health Systems Pvt Ltd (12/2021 - Present)

- An ongoing AI based mental wellness Application. Working in association with NIMHANS and IIT Dhanbad

Consulting at Boston Consulting Group (08/2022)

- Virtual Internship

Commercial Banking internship at JP Morgan Chase (05/2022)

- 320 hours of Virtual internship on LMS

Dissertation report on CAMEL Rating System: A comparative analysis of SBI and Union Bank of India (2016)

Credit Appraisal Intern at Kashi Gomti Bank (06/2015 - 08/2015)

- Applicant document verification, KYC, Financial Analysis, credit screening CIBIL, Cersai, Preparation of due diligence report for LAP, creation of EQM(proposal inspection report, Non Encumbrance, pre-sanction report)

Project on Condition of Welfare Facilities with compliance with Factories Act, 1948 (2013)

- The project is limited to Heavy Engineering Corporation, Ranchi

EDUCATION

Bachelor of Business Administration

Birla Institute of Technology

2011 - 2014

Ranchi

Courses

- First class with distinction

MBA Finance

Banaras Hindu University

2014 - 2016

Varanasi

Courses

- First Class

MA Psychology

IGNOU

2020 - Present

New Delhi

Courses

- On going dissertation under Dr Jitendra Nagpal at Moolchand City Hospital

Management Consulting

Growth School

08/2022

Courses

- A course by Riya Chhabra, Growth Strategy at Meta

AWARDS & ACHIEVEMENTS

President Awarded Scout

President Awarded Scout by Her Excellency Pratibha Devisingh Patil for extraordinary service in Bharat Scouts and Guides

Civil services mains examination (2019)

Presented Researcher Paper at IMS BHU

Idea of "Profit at the bottom of the pyramid" and its viability in current business situation

LANGUAGES

Hindi

Full Professional Proficiency

English

Full Professional Proficiency

HOBBIES

Reading

Window Shopping

Solo Travelling

Meditation

Cooking